

**Subject:** Re: Baseline Service Agreement  
**From:** Tara Devine <tara@venicebeachbid.com>  
**Date:** 03/07/2018 11:46 AM  
**To:** Rita Moreno <Rita.Moreno@lacity.org>  
**CC:** Rick Scott <rick.scott@lacity.org>, "Van Cise, Eugene" <eugene.vancise@lacity.org>, Holly Wolcott <holly.wolcott@lacity.org>

I have checked my email and it does not appear that I was cc'd on Miranda's emails so I have no idea where the request might be or it's status. I believe she began with BPW. BPW, RAP, Venice C3, Lava Mae (mobile showers) are the department's and programs I can think of.

In terms of importance, I believe the most critical ones we'd like to know are:

- Trash removal (we have approx. 350+ cans in the BID)
- Street sweeping
- Weekly cleanups
- All RAP clean (and safe) activities, incl. restroom cleaning schedule

Thank you for the reply on quarterlies. My understanding from our accountant is that we should have 2017 financials early next week and I can begin work on the quarterlies as soon as I do. I'll keep you posted.

As of yesterday, our accountant still had pending questions about the City fees since they were not included in any of the documentation we had received from the city. (We invoiced last year for the amount shown on the transmittal, but received a disbursement of less than that amount...our accountant has been working to reconcile that with Rita.) If that has been resolved since yesterday, thank you -- I'm not yet fully caught up on emails received today.

On Mar 7, 2018 11:31 AM, "Rita Moreno" <[rita.moreno@lacity.org](mailto:rita.moreno@lacity.org)> wrote:

Tara,

The mailings satisfied the newsletter requirement, not the quarterly reports. The quarterly reports must include financial information indicating expenditures. The transmittal sent to the BID for the first invoice failed to list the 2017 Recovery Fees deducted. However, that does not impact the BID's ability to report on its expenditures.

Thank you.

Rita

On Wed, Mar 7, 2018 at 10:43 AM, Tara Devine <[tara@venicebeachbid.com](mailto:tara@venicebeachbid.com)> wrote:

Per direction, we submitted our four mailings since then and did not receive a reply. It was indicated that we might meet our quarterly report obligations through those.

The financial statements are being prepared and should be available next week. As you have seen through correspondence with our accountant, there was a discrepancy in our records due to City records not including city fees.

On Mar 7, 2018 9:22 AM, "Rita Moreno" <[rita.moreno@lacity.org](mailto:rita.moreno@lacity.org)> wrote:  
Hi Tara,

Holly is out sick today. About this issue, I am aware that Miranda was working on this. Unfortunately, we don't have access to any documentation about what has transpired to date, nor the departments and staff members involved. We will follow-up with this so please share any other information you may have, and provide us with the BID's understanding of what those baseline services should be, specifically.

As for providing services to the BID's stakeholders, the baseline services should not have any baring on commencing. The city provides baseline services to all BIDs even though the amount and level have not been quantified. No BID has put their services on hold until this is determined, nor have your selected service providers been unwilling to render their services to other BIDs until such time as the information is obtained. I recommend you begin providing services.

On another note, the BID committed to submitting the 2nd, 3rd and 4th Quarter Reports and a current financial report by the end of February. The BID is out of compliance. Please submit the past due reports by the end of this week.

Thank you.

Rita

On Wed, Mar 7, 2018 at 7:30 AM, Holly Wolcott <[holly.wolcott@lacity.org](mailto:holly.wolcott@lacity.org)> wrote:

----- Forwarded message -----

From: "Tara Devine" <[tara@venicebeachbid.com](mailto:tara@venicebeachbid.com)>

Date: Mar 6, 2018 7:14 PM

Subject: Baseline Service Agreement

To: "Holly Wolcott" <[Holly.Wolcott@lacity.org](mailto:Holly.Wolcott@lacity.org)>, "Shannon Hoppes" <[shannon.hoppes@lacity.org](mailto:shannon.hoppes@lacity.org)>

Cc:

Holly:

Sorry to bug you about this, but we requested a Baseline Services Agreement from the City well over a year ago and have followed up twice since. I know Miranda submitted the initial request (I think to BPW) when we originally requested it, and I know she followed up as well. I also mentioned this to council office staff last month.

RAP will also be a big part of our Baseline Service Agreement due to OFW (Boardwalk.)

As we prepare for launch, our service providers (Chrysalis and Allied Universal) are really concerned that we don't have this document yet.

If there is anything you can do to help unstick and expedite this, I would deeply appreciate it!

Warmest regards,  
Tara

--

Rita Moreno  
City of Los Angeles  
Office of the City Clerk  
Neighborhood and Business Improvement District Division  
[200 N. Spring Street, 3rd Floor #395](#)  
[Los Angeles, CA 90012](#)  
[Office \(213\) 978-1122](#)  
Fax [\(213\) 978-1079](#)

--

Rita Moreno  
City of Los Angeles  
[Office](#) of the City Clerk  
Neighborhood and Business Improvement District Division  
[200 N. Spring Street, 3rd Floor #395](#)  
[Los Angeles, CA 90012](#)  
Office [\(213\) 978-1122](#)  
Fax [\(213\) 978-1079](#)